



## QUAD CITY ICE EAGLES TRAVEL HOCKEY POLICIES AND GUIDELINES

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## **1. QCHA TRAVEL HOCKEY PHILOSOPHY**

To provide an enhanced opportunity for player development and growth through higher-level hockey competition offered by traveling to other regional communities and tournament sites. As representatives of the Quad Cities and the Quad City Hockey Association, travel hockey players, parents and coaches will emphasize sportsmanship and team play.

## **2. REGISTRATION**

Each player intending to play travel hockey must register with the Quad City Hockey Association. Registration fees will be set annually by the Quad City Hockey Association and may include tryout costs, and other direct and indirect overhead costs of the QCHA.

Registration fees for travel / high school hockey will be due at tryouts. All players must be registered with USA Hockey at or before tryouts.

Players selected for a travel / high school team will have player accounts set up with that specific team to cover team, coach, ice, jersey, league, tournament, and other season related fees.

Any team that has on its roster a player that has not satisfied QCHA registration and uniform payments by December 31 of the current hockey season will be prohibited from practices or games until all overdue fees are paid in full, unless there is specific exception made by the Director of Travel Hockey.

## **3. USA HOCKEY AND LEAGUE ASSOCIATION**

The QCHA is a member of the Mid-West Amateur Hockey Association (MWAHA) in the USA Hockey Central Region.

Any QCHA hockey team may participate in leagues beyond the Midwest League (MWL), as long as that team assumes all additional costs associated with membership or play in that league(s), and that activity does not conflict with MWL schedules

## **4. TEAM FORMATION**

Travel teams will be formed to play under USA Hockey Tier II Guidelines using age divisions, as defined by USA Hockey, in effect at the beginning of each season.

The QCHA intends to field youth travel teams at the Squirt, PeeWee, Bantam, and High School level. All Girls travel teams will be rostered when numbers allow.

When considering the possibility of a second youth travel team in an age group a primary objective will be to maintain approximately 45 House League players in each age division (without counting full travel players).

All Travel teams (youth and girls) fielded at the Squirt, PeeWee, and Bantam levels will participate in the Northern Illinois Hockey League (NIHL). This league plays primarily in the Chicagoland area.

The QCHA highest-level travel team may participate in MWL highest-level league events and will represent the QCHA in the Midwest League Championship. The team has their option to participate in the MWAHA Affiliate Championship tournaments.

In years that two full time youth travel teams are formed the second team will be registered in the MWL level based on the discretion of the Director, Travel Hockey and Coaches involved.

Once a player is placed upon a team for the coming season, that team will be that player's "primary" team. Players may participate with teams other than his/her "primary" team, but only if that activity is outside the season of the "primary" team, or only if there is no conflict with the "primary" team during the "primary" team's season. Team alternates are an exception to this rule.

As per USA hockey and MWAHA, female athletes are allowed to dual roster – i.e. play on both a Youth and All Girls team in the same season. Dual rostering may not be a consideration in youth team selection. In the event of game conflict, the following guidelines apply:

1. League games take precedent over friendlies
2. Team with fewest players available for conflict date take precedent
3. Team fighting for playoff spot may take precedent

Unresolved conflicts shall be determined by the Director at Large, Girls Hockey and Recruitment and the Director, Travel Hockey.

Travel teams will practice as a team at least twice and up to up to three times per week with a target to play between 40 – 55 (maximum) games in a season.

Travel teams will have a season defined as September through March.

There will be no assigned captains or assistant captains for the Bantam age group and younger for all teams and all levels within the QCHA.

## **5. COACH SELECTION AND CERTIFICATION**

### **A. Coach Selection**

QCHA coach selection criteria will in part be guided by the expectation that coaches will lead their teams by example. The QCHA is a zero tolerance organization. Coaches and referees will not accept abusive language, gestures, or behavior from players, parents, or other coaches.

The process for selecting travel team head coaches:

1. Follow a set of selection criteria to rate coaching applicants.
2. Solicit coaching application forms from prospective new coaches or coaches seeking to coach at a different age level.
3. The Director, Travel Hockey, Referee-In-Chief and the Association Coaching & Education Director will constitute the coach selection committee to evaluate the applicants against the selection criteria. When required, interviews may be required when two or more coaches are applying for the same position.
4. The Director, Travel Hockey will provide the QCHA Board with the recommended slate of head coaches for all travel teams. In addition, the Director, Travel Hockey will summarize

to the Board the reasons why a candidate was chosen in relationship to the selection criteria.

5. The QCHA Board will vote to either accept the recommendations at each level or have the Director, Travel Hockey reconsider specific selections.
6. The Director, Travel Hockey will respond to the Board's reconsideration request within two weeks at a special Board Meeting to resolve final coach selections.

The objective is to have selection of head coaches completed before tryouts begin. However in cases when there are multiple applicants or insufficient applicants, some coach selections may not be named for a team until after tryouts. Final coach assignment may be impacted by tryout results, as tryout results can dictate placement of a coach's child and thus impact coach selection.

The Director, Travel Hockey will meet individually with any coach applicant who would like to better understand the reasons why they were not recommended or selected.

### **B. Coach Certification Requirements**

All coaches must be in compliance with all USA Hockey coach certification requirements, including completion of the Female Athlete module under age specific modules, as female athletes may attend conditioning skates and tryouts at age appropriate levels. Failure to comply will result in coaches not being allowed to coach. Each team will have a coach representative at 100% of travel coach meetings.

### **C. Player or Parent Concerns**

Players are encouraged to speak with the Head Coach if they have any questions or issues. If for some reason they feel uncomfortable talking to the Head Coach they should visit with one of the official Assistant Coaches. Only after a player has attempted to speak with a Coach should they ask their parents to speak on their behalf.

Parents should attend all parent meetings to keep themselves well informed. Parents should ask the Head Coach at any time for information that is general in nature and applicable to the entire team. However, when an issue arises from a specific game or practice the parents should wait 24 hours before contacting the coach. When a Parent doesn't feel that their issue was satisfactorily addressed they should contact the team manager. Issues escalating beyond the team should go to the Travel Director and if still not satisfactory, then to the President QCHA.

## **6. TEAM OFFICIALS**

### **A. Head Coach**

The Head Coach is responsible for ensuring that all travel team practices, games, and events are conducted in accordance with published USA Hockey and QCHA Guidelines. High School Coaches will abide by the above Policies and Procedures, but are governed by the Mid-West High School Hockey League.

Head Coaches for each travel team will meet with players and parents prior to the beginning of the season to review the QCHA approved players and parents' codes of conduct. A code of conduct form will be signed by each player and parent, collected by the Head Coach, and submitted to the Director, Travel Hockey. In addition, Head Coaches will address with team members and their parents their coaching philosophy, goals for the season, expectations of players and parents, instructional style, health and injury issues, playing time philosophy, areas of potential discipline and scheduling matters

relative to practices and game. Players and parents will also be given guidelines as to behavior when at any hockey rink as well as when at hotels when a QCHA team travels.

The Head Coach is ultimately responsible for making sure that game information is recorded and communicated as required. The Head Coach of each team will designate to the Director, Travel Hockey, which team official will maintain all game score sheets, and which team official will provide results and score sheet copies to the Director, Travel Hockey for all League games.

The Head Coach will designate a contact that will provide team schedule (practice and games), game results, and team information to the QCHA website, as appropriate.

All travel team Head Coaches are responsible to report to the Director, Travel Hockey:

- ☐ Number games scheduled.
- ☐ Player, parent or coach misconduct issues
- ☐ Unresolved financial issues

It is the responsibility of a Team Official (Head Coach, Asst. Coach, or Manager) to ensure that an adult (minimum of 21 years of age) is present in the player locker room at all times. The Team Officials (Head Coach, Asst. Coach, or Manager) assume all responsibility and liability for player actions while under their charge. All teams must follow the Quad City Hockey Association Locker Room Policy.

Under no circumstances may a team play any games with a player who is not on the official USA Hockey roster. To do so would put at risk the insurance coverage of both teams. Any coach found to have knowingly done so would be immediately terminated.

A travel team Head Coach may suspend a roster player from practice and/or games for disciplinary reasons. These reasons include, but are not limited to:

- ☐ Showing lack of respect for self, team, coach, and/or officials
- ☐ Excessive penalties or game/match penalties
- ☐ Not attending practices per team policy

Suspensions may last up to two weeks. Suspensions beyond two weeks, or subsequent suspensions, will be reviewed by the Director, Travel Hockey (who can choose to refer the situation to the Disciplinary Committee). The travel team Head Coach may substitute a reserve team player (?) for the suspended player at his discretion.

The travel team Head Coach has the discretion and authority in determining which players will dress for each game and how much ice time each player receives during a game within the QCHA Playing-Time guidelines. The QCHA strongly encourages that the coaches provide playing time in a regular rotation during games, except where special team or game situations present themselves. Coaches are expected to bear in mind the expense and time commitment all players and their families have made to support the team. Parents should discuss any concerns along these lines with their coach, but are free to bring any complaints to the Director, Travel Hockey.

#### **Playing-Time Guidelines according to USA Hockey**

- ☐ It is important for the hockey experience to be fun and rewarding for all participants. Coaches must do all they can to reduce the number who become disenchanted and drop out.

- ☐ In youth hockey, the focus should always be on long-term player development and building confidence with both taking absolute priority over 'win-at-all-cost' attitudes and actions. Care about the development of the child more than about winning the game.
- ☐ Hockey time should be about having fun, teaching healthy life skills, instilling a strong work ethic and helping players reach their full genetic athletic potential.
- ☐ The coach has a responsibility to prepare every player for game-time scenarios. Players do not rise to the occasion; they fall to the level of their training.
- ☐ In youth hockey, all players deserve a fair opportunity to develop and participate. At the younger levels (Squirt and younger) coaches should strive to provide equal playing time.
- ☐ Scoring records should be de-emphasized at the age of 11 & under.

**Playing-Time Guidelines provided by the QCHA**

- ☐ It is important that coaches consider the above USA Hockey recommendations.
- ☐ QCHA coaches have a responsibility to play all the players who earn a position on our teams. Strive to develop them every practice, every game.
- ☐ Coaches are to set-up a rotational system that provides regular shifts for all players.
- ☐ Given that coaches will do their best to balance playing time for everyone and use discretion, the following points are a guideline to help coaches manage the available play time yet maintain a degree of competitiveness that is demanded to a greater degree in travel hockey.

**Friendly Games**

- ☐ For all levels, all players should get equitable ice time including the opportunity to experience power plays and penalty kills

**League and Non-League Tournament Play**

- ☐ In Non-League Tournaments, all levels should provide equitable play time, fair play time can be considered for Power Play, Penalty Kill and the end of the game when the score is close, in this case some players will see less play time but still gain valuable growth experience.
- ☐ In League Tournaments, the Squirt and younger teams should provide a fair opportunity for play time recognizing there will be less opportunity to be involved in Power Play, Penalty Kill and the end of the game when the score is close. However the players with the most time should never exceed twice what the other players experience
- ☐ In League Tournaments, the PeeWee and older teams should strive to provide a fair opportunity for play time recognizing there will be less opportunity to be involved in Power Play, Penalty Kill and the end of the game when the score is close. However the coach has the leeway to manage play-time as he wishes, but we encourage the coaches to consider the feelings and impact it has on a player that sits on the bench during the most exciting times of the year.

**Fair Ice Time**

- ☐ "Fair ice" does not mean "equal ice" in each game. The flow of the game, penalties, power plays and penalty killing may occasionally result in unequal playing times in a particular game.
- ☐ In addition, some teams may carry two lines of defense and three lines of forwards that will obviously result in different playing times between defensemen and forwards.
- ☐ Further, coaches may choose to use certain players during the last few minutes of a close game to give the team its best chance to win. This could result in some players finishing the game with more ice time than others players.

- ☐ On the other hand, coaches are encouraged to fully use all players. Use of all players in "specialty" situations (e.g. power player, penalty killing, etc.) develops the players and is strongly encouraged. For these reasons, ice time may not be equal in each and every game, but should be roughly equal over the course of the season.
- ☐ The level that a team plays may also have an impact upon playing time. "Mite" level teams should have nearly equal ice times among all players.
- ☐ "Midget" level teams may be in more games where ice times differs among players and may require the stronger players on the ice more at the end of some games.
- ☐ Even among the older teams, the goal remains to give all players a roughly equal amount of ice and a variety of game experiences, taking into account the competitive nature of play.
- ☐ Motivation and discipline may also affect ice time. Coaches may use a player's ice time as a motivational / disciplinary tool, either for violations of team rules, repeated failures to follow directions or for lack of "hustle" during a game. When this occurs, the coach should explain to the player how he/she failed to meet the coach's expectations and the impact that this will have on the player's ice time.
- ☐ Motivational / disciplinary actions should be applied consistently and without regard to the perceived "importance" of a player to a team.
- ☐ The special skills and talents of each player shall be utilized and balanced with the requirement to develop collective team skills to advance team potential.
- ☐ Coaches will also concentrate on further advancing individual abilities and knowledge of the sport of all players, while instilling the virtues of good sportsmanship, honest effort, discipline and respect.
- ☐ Participation at all positions is encouraged.
- ☐ Utilizing the special skills and talents of each player will be balanced with the requirement to develop collective team skills to advance team potential.
- ☐ Coaches will concentrate on developing individual abilities of all players, on an equal basis, while instilling the virtues of good sportsmanship, honest effort, discipline and respect.
- ☐ Coaches will also focus on promoting knowledge of, and enthusiasm for the game of hockey while never losing site of, nor de-emphasizing, the fun aspect of the game.

**B. Assistant Coaches**

Each Head Coach is responsible (required) for selecting two Assistant Coaches once the team has been selected. Assistant coaches must be at least 18 years of age and be in compliance with USA Hockey coaching requirements.

In the event the Head Coach and Assistant Coach are unavailable for a game or practice, the Head Coach is responsible for finding a qualified substitute.

**C. Team Manager / Team Treasurer**

Each travel team Head Coach is responsible for appointing a Team Manager who will be responsible for the scheduling of games, scheduling of referees, registration into tournaments, scheduling of ice, and scheduling team duty assignments (timekeeper, goal judges, scorekeeper, penalty box, etc.). All individuals in the scorekeepers' box must be at least 14 years of age or accompanied by a parent. All volunteers must be compliant with all USA Hockey policies regarding volunteers, this includes all Safesport policies as they pertain to volunteers.

All league, non-league, and tournament games hosted by a Quad City Ice Eagle team will be recorded using a USA Hockey Official Score sheet. The Team Manager is responsible for making sure that copies of such forms are available for each contest.

It will be the Head Coach's decision to appoint management of team finances to the Team Manager or to a separate Team Treasurer. The team Head Coach, his family members or a significant other will not be allowed to be the Team Treasurer or the Team Manager (if this includes management of team finances).

The Team Manager or Team Treasurer, with approval from the QCHA Treasurer will open and manage a separate, and independent, checking account in the team's name (i.e. QCHA Peewee A Travel). The QCHA Treasurer will decide on what bank can be used for the team accounts. Banks not approved by the QCHA Treasurer will not be allowed. The Team Manager/Treasurer, QCHA Treasurer, and President must be on the team account.

It is required that the Team Treasurer develop and maintain team financial records and provide individual statements for each player explaining Travel Team costs.

- ☐ The Team Manager / Treasurer must meet with the QCHA Treasurer prior to the beginning of the season to review procedures for the season.
- ☐ The Team Manager / Treasurer will maintain team accounts by player that are updated on a monthly basis.
- ☐ The Team Manager / Treasurer will provide updated monthly statements to the QCHA Treasurer.
- ☐ In addition, within a week of December 01 and February 01, it is the responsibility of the Team Manager / Treasurer to supply player account statements, cancelled checks, and paid ice bills to the QCHA Treasurer for verification.
- ☐ Any team that does not provide this specific information or does not follow these specific procedures will not be allowed to practice or play games until they become compliant. .
- ☐ Within 4 weeks of the close of the season, the Team Manager / Treasurer must supply the QCHA Treasurer proof that the accounts have been balanced, and any surplus be returned to each family.

In the event that a team treasurer is the QCHA Treasurer, then the QCHA Treasurer will review that team's financial records with the QCHA President twice per season as described above.

## **7. TEAM EVALUATION / SELECTION PROCESS**

### **A. Tryout Requirement**

Each year any player wishing to be selected for a travel team must participate in the annual QCHA tryout process. An exception can be made for players moving into the area, who have a previous unavoidable obligation or who have health issues, during the tryout period. For an exception the Director, Travel Hockey must be notified in writing. The Director, Travel Hockey will review the situation with the respective coach and advise the impacted player.

Any player, except those granted an exception from the travel director because of reasons in the above paragraph, residing in the Quad City area at the time of tryouts but not attending tryouts, may be allowed only on the lowest level travel team roster, only if there is room on that roster and only if such placement is acceptable to the Head Coach of that lowest level team. After December 15, it is possible for these players to be considered as a reserve or full time player on a higher-level team.

Players will be selected for teams each season in a closed, typically 2-session try-out process.



## **B. Independent Evaluators and Selection Process**

The Director of Hockey Skills Development, hereafter referred to as the DHSD, will work in conjunction with the Director of Travel for the planning and execution of all Travel Tryouts. The DHSD will develop all drills and plans for each level of travel tryout to ensure that the following skills are evaluated: skating, puck handling, passing, shooting, and team play as well as competitiveness, effort and ability to follow instruction. We anticipate a three-section tryout involving full-ice skating and drills, sectionalized evaluation of compact ice hockey skills and scrimmaging. The Travel Director will approve the plans that are developed by the DHSD. Prior to tryouts, each Head Coach will receive a written copy of the required drills and will gather an appropriate amount of assistants to execute the plan. The DHSD will be present for all tryout sessions and will ensure proper facilitation.

Evaluators will be selected and secured by the DHSD and approved by the Director of Travel. Evaluators will have no interest in the outcome of selection, have no familial connection to and potentially little to no knowledge of any skater in the tryout session, and possess considerable hockey knowledge. Evaluators will be effectively positioned to grade skaters.

The DHSD will collect all evaluation sheets from the evaluators. A Tryout Administrator (with no family member participating in the particular tryout) will add the scoring for each numbered participant and share results with the DHSD after each tryout session. The head coach can discuss any concerns after the first tryout session with the DHSD in the event that an adjustment needs to be made to the format, however the DHSD shall be the sole decision-maker in determining the necessity of such change.

Upon completion of the 2<sup>nd</sup> session, the DHSD will review the top 10 skaters as determined by scoring. Upon verification of accuracy by the Director of Travel, the list of top 10 will be provided to the head coach along with the rest of the evaluations to determine the final roster. The head coach will determine the final players through a process referred to as coach's picks. Once those players have been selected, the roster will be submitted to the Director of Travel for final approval.

With regard to the Head Coach's picks, the following criteria shall be used to determine who amongst the remaining tryout participants will be offered a position on the team.

- ☐ It is expected that the Head Coach will utilize the evaluator's ratings as a guide.
- ☐ It is strongly encouraged that if they are in place, the Head Coach will consider the input of his assistant coaches.
- ☐ Off ice factors can be considered during the selection process, though performance at tryouts will be a primary selection criteria.
- ☐ Though likely to be more difficult, a player who misses a portion of tryouts may still qualify for the team but their selection is at the coach's discretion. For comparison purposes, the Director, Travel Hockey can 'average out' or 'pro rate' one-night scores into "two night" scores, but this comparison is only a factor for consideration.
- ☐ Ultimately, there is an expectation and it is strongly encouraged that tryout participants attend both tryout sessions.

Please refer to the Tryout Policies and Procedures for additional information.

## **C. Reserve Players**

Reserve players for the highest level team in an age group must be rostered on both that team's roster and the roster of the next lowest level travel team in that age group.

Reserve players are expected to participate in higher-level team practices at the discretion of the higher team head coach, as long as it does not consistently conflict with the reserve's primary travel

team or house league practices. Reserve players are expected to be available for games with the higher level team (even if there is a conflict with their primary team) as long as there has been reasonable notice by the higher level coach to the player and the head coach of the lower team. If a reserve player is expected to play in more than 3 games in one day split amongst any two QCHA teams, then approval from the Director of Travel Hockey will be required in addition to that of the two coaches and the specific player involved.

Once a Reserve player plays in ten games with the higher-level team, that player will become a full time member of the higher-level team, and will be removed from the roster of the lower level team. Exceptions can be expected in cases, such as injury, where the higher-level team will lose a player or players for a specific and limited period of time ending before the end of the season.

Reserve players are expected to pay for additional ice time when participating with the higher-level team. When the reserve player is from the House League there will be a minimum cost per month for practices and their respective portion of any games played

The reserve player policies are intended to allow each player the chance to advance their skills throughout the season.

A reserve player may become a full time team member at the discretion of the Head Coach, as long as that status does not impact the full time team member status of already rostered players. The Head Coach will clear such roster status moves with the Director, Travel Hockey and the Head Coach of the team where that player is currently a full time team member before proceeding.

A Head Coach can place a new reserve player on the roster when and if the player's skills develop sufficiently to allow them successful participation at that higher level, following discussion with the Director, Travel Hockey, the player, and the player's parents. If this player did not participate in tryouts, there may be restrictions on the whether or when this can occur.

An originally rostered full time team member can only be placed on reserve status, at any time during the season, if extraordinary situations are present and specific procedures followed. If a Head Coach feels a player is having difficulty competing at the higher level and / or is impacting the team in a strongly negative way, then options may be reviewed with the player, player's parents, and the Director, Travel Director. Only the Director, Travel Hockey, with Board approval, may move an originally rostered full time player to reserve or other status.

#### **D. Player Requests**

Prior to the completion of tryouts, a player must make clear to tryout organizers any travel team placement requests. Any interest in only playing at a lower level must be communicated to the Director, Travel Hockey prior to the final try-out session.

Once tryouts are completed, if a player is selected for a higher-level team, that player is bound to that team and cannot elect to move to a lower team.

Players may quit a higher-level team and be eligible for play on a select team or house league team.

#### **E. Goalie Selection**

Full time (starting) goalies are expected at Pee wee, Bantam and Midget. A full time goalie is not required at Squirt, and not expected at Mite.

The top goalie at each age level will be the starting goalie for the highest-level team.

When possible, teams should have two goalies. The number and skill level of goalies can vary significantly from age group to age group and from year to year, and therefore coaches will be allowed leeway in how goalies will be managed and how playing time will be shared. Goalies for lower level teams may serve as the backup for goalies on a higher-level team in the same age group.

The Head Coach of the highest-level team will have the option of selecting from the remaining goalie candidates to fill the roster (as long as only the highest rated goalie would be “playing up”).

#### **F. Guidelines for Travel Players Requesting to Play Up In Age Level:**

In agreement with USA Hockey guidelines, the QCHA Board of Directors does not encourage playing travel hockey above the skater's USA Hockey age classification. It is felt that the most potential for development exists when playing at the player's appropriate age level. In addition, there is an increased risk of injury for participants playing outside of their designated age division.

However, realizing that there can be instances when playing up is appropriate, USA Hockey and the QCHA Board of Directors will consider individual requests to tryout and play up on a case-by-case basis within the guidelines and procedures that follow below.

1. A skater will not be permitted to move up more than one year in age to a higher classification except in rare and specific cases.
2. The skater's parents must submit an “Application to Tryout for an Older Age Group” and “Risk Acknowledgement and Liability Waiver for Players Requesting to Play Up” forms to the Director, Travel Hockey at least two weeks before tryouts are to begin. This deadline may be waived for new QCHA members that have no previous registrations with the QCHA.
3. Upon receipt of the above, the Director, Travel Hockey will attempt to gather any needed additional information from coaches, QCHA officials and others with knowledge of the skater with the objective of making a decision regarding the application within a week of tryouts.
4. The Director, Travel Hockey may meet with the player and his/her parents to discuss the skater's application, the information gathered and other factors that go into trying out and playing up in travel hockey.
5. Ultimately, for a skater to ‘tryout-up’ the Director, Travel Hockey must approve the application. As a decision guideline, there must be consensus between QCHA coaches and officials knowledgeable of the skater, the skaters parents and if necessary the QCHA Board, that the skater has demonstrated the skill set to potentially compete in the upper classification, has the emotional maturity to compete with skaters who are two to three years older and it is believed there is not an unreasonable risk of injury to the skater.
6. Once the application is approved, any skater trying-out up to an older age classification must place in the top five (5) of all evaluated players in the older age classification.
7. The maximum percentage of younger players playing up one age level per team can be no more than 25%. Example: If the Pee wee team has 14 players, the team can include no more than 3 (25%) Squirt aged players. Goaltenders trying out to play for the older age division team, as the starting goaltender, must be rated as the top goaltender at try-outs for that team.
8. All decisions made by the evaluators are final and are not subject to appeal.
9. Players are encouraged to try-out for their age appropriate division as well during this process.
10. If a full travel team does not exist at the player's own age division, for squirt and older age groups, that player may try-out for the next level team without application or restrictions.

11. If there is a shortage of skilled goaltenders at a higher age division, the younger goaltender can be placed on the next age division's roster as a reserve goaltender or second goaltender if both coaches and the Director, Travel Hockey agree.

Deviation from this procedure (in part or in whole) will be made:

1. When a player has no QCHA full travel team option at the appropriate age level and is willing to play up. In such a case, it may be permissible to have written requests submitted to the Director, Travel Hockey following the tryout period.
2. When an all girls team is formed across two adjacent age groups. eg. 12U/10U and tryouts clearly indicate this when accepting registrations.

## 8. TEAM ROSTERS

Staying under a maximum of 20, a travel team must roster a minimum of 14 players.

- ☐ Each player will be bound to a primary team for the season as defined in (6) above.
- ☐ Dual rostering will be allowed for the following reasons:
  - o To allow for a second team to be formed when there are not normally enough players and there are players committed to travel hockey.
  - o To allow reserves to be positioned for higher level team play.
  - o To allow female athletes to participate with all girls teams.
  - o To allow players to participate with off-season teams that do not conflict with their primary team.
  - o To allow participation with the High School program outlined in (13) below.
- ☐ Within guidelines above, the number of players per team (14-20) will be determined during tryouts.
- ☐ For girls teams a minimum roster size of less than 14 (but not less than 11) may be considered if player safety is put at risk by forcing a minimum roster size of 14. The approval of the DHSD and Travel Director is required to roster a team with less than 14 players.

All youth (girls teams not included) QCHA travel teams will establish a preliminary roster with a minimum of 14 players by the first scheduled fall practice. Per USA Hockey requirement, all QCHA travel teams will submit a final roster before December 31, which may include player changes not limited to those players attending tryouts, with the agreement of the players involved, coaches involved, and the Director, Travel Hockey.

A player can be rostered on two teams in two different age groups as long as the parents and both coaches agree, and both teams are not eligible for advancement to USA Hockey regional tournaments. Playing up an age level rules still apply. Such agreement will be provided in writing to the Director, Travel Hockey and to the QCHA Board of Directors.

A travel team Head Coach may propose dropping an originally rostered player from the USA Hockey roster only under special circumstances and for a very limited number of reasons:

1. The player moves away from the area.
2. The player decides not to continue with the travel program.
3. Season ending injury.
4. The QCHA Disciplinary Committee decides to suspend the player for the remainder of the season.

The Director, Travel Hockey, with Board approval, must approve any such status change for a player originally rostered as a full time player.

A travel team Head Coach may not add players to a travel team roster, after tryouts have been completed and rosters posted, without agreement of the Director, Travel Hockey, QCHA Board approval, as long as such a move is consistent with QCHA Travel Policies and Guidelines.

## **9. TEAM UNIFORM**

Uniforms are a key means by which unity is created across all ages and skill levels in the QCHA. All travel team players will be required to purchase the current approved travel home and away jerseys (if they do not already own a current approved travel jersey from a prior season). Jerseys will be ordered by the QCHA once a travel team's roster is finalized and deposit payment has been made by a selected player.

Each team will be required to re-pay the QCHA for the current season's jerseys, if any were required, by December 31. Any player who has not paid for that season's jerseys by December 31 will be suspended from team play until that charge has been resolved.

Any player participating on a Select or Travel team during the 2020-2021 hockey season and beyond must wear helmets, gloves and pants that are black in color. This policy does not include goaltenders.

Nameplates, if desired, are the responsibility of the individual team and/or player. However, before permanently altering any uniform (which could cause conflicts with players moving to other teams in the next season), the head coach should consult with the Director, Travel Hockey to make sure that all possible alternatives are considered.

## **10. TEAM SPONSORSHIP**

Each travel team will be responsible for obtaining sponsors and conducting their own fundraising, as long as those activities are consistent with QCHA principles, policies, and activities. Sponsorship monies go to the team as a whole in order to comply with the QCHA not for profit status. No business or company shall have their name placed on the jerseys of a travel team.

If the QCHA contracts with a sponsor, or sponsors, for the entire association, then all teams will honor the requirements of that agreement.

## **11. HIGH SCHOOL (VARSITY/JV) AND TRAVEL PLAYER OVERLAP**

The QCHA recognizes that players selected for the Varsity / Junior Varsity High School program, if they accept membership in that program, will place first priority on the Varsity/JV High School team.

In the case when a player eligible for Bantam or Midget Travel is also selected for a Varsity/JV High School Quad Cities team, the player typically will decide for one or the other. However, it is possible for a player to be rostered on both a High School and a Travel team, under certain provisions.

- ☐ The player and parents must first agree to such an arrangement.
- ☐ Both coaches must approve the arrangement.

- ☐ The Travel team coach and the High School coach must present a plan for qualifying the player as a travel team member according to the USA Hockey 20/10 guideline if the Travel team plans to compete towards a National Championship.
- ☐ Prior to the start of the season, the travel team Head Coach must provide clear communication to the remainder of the Travel team (players and parents) regarding the roster and player plans for the season.

## **12. NONRESIDENT PLAYERS**

QCHA travel team tryouts are open tryouts.

Players who are residents in other geographic areas without an active hockey association are of course welcome as long as USA Hockey registration is made with QCHA.

Players, who are residents in other geographic areas with active hockey associations, are welcome to participate in QCHA tryouts, under the following conditions:

- ☐ USA Hockey registration is required with QCHA, or evidence of current USA Hockey registration must be provided.
- ☐ Non-refundable tryout fees must be provided by the player as defined by the tryout registration form.
- ☐ Nonresident players will be required to attend all team practices and games, unless specific special arrangements are established with the head coach.
- ☐ Nonresident players will be placed on teams by skill level and coach selection at tryouts, and cannot expect to be grouped together for convenience or other non-skill related reasons.
- ☐ The MWAHA policies restrict the number of times a player can move between associations and therefore players should be advised of the MWAHA policy prior to try-outs.

## **13. FUNDRAISING**

Due to the QCHA's status as a 501(c)(3) organization and applicable IRS rules, the QCHA cannot allow or permit money raised via fundraising activities to benefit any single individual disproportionately. This means that all funds raised by the team will be shared equally among all active team members.

## **14. FEES**

The individual teams will be billed by the QCHA treasurer for their ice time throughout the season. An administrative fee of \$25.00/hr. for a full sheet of ice, \$12.50/hr. for a ½ sheet, will be charged to the team and added to their respective ice bills. The administrative fee will be assessed on all practices and games. Ice costs will be based on the rates charged to the QCHA by the River's Edge for the hour(s) scheduled for that team. For teams that schedule additional practices and/or games at venues other than the River's Edge, the administrative fee will still apply and the QCHA Board will consider adjustments to the ice rates for those practices and/or games.

It is up to the Team Manager or Head Coach to let the Travel Director know in writing at least 45 days in advance if the team wants to be released of any scheduled practice or game times they do not plan on using. For any changes in ice time within the 45 day window, e.g., swapping ice times with other teams, it is up to the Team Manager or Head Coach to communicate this in writing to the Travel Director and QCHA Treasurer. Once inside that 45 day window the financial responsibility for the ice remains with

the scheduled team unless it can be established by the Travel Director and/or QCHA Treasurer that the team has been relieved of that ice time.

Assessed administrative fees will be applied to coaching expenses that are necessary due to USA Hockey membership, coaching education, clinic attendance and other direct expenses that are part of serving our skating membership.

## **15.SOCIAL MEDIA**

The QCHA prohibits all coaches, assistant coaches, on-ice help and team support staff from following any players via social media or having players joined to their personal social media pages. This includes, but is not limited to, Facebook, Instagram and Snapchat. An official team page may be set up with coaches, players and parents joining in an effort to provide team-related communication. Violation of this policy may lead to disciplinary action including termination of coaching and/or volunteer duties.

Coaches, team managers and players may use email and text messaging to communicate. All email and text message content between coaches/team managers and players must be non-personal in nature and be for the purpose of communicating information about team activities. Emails and text messages to any minor participant must include a copy to parents. Violation of this policy may lead to disciplinary action including termination of coaching and/or volunteer duties.

The QCHA adheres to the SafeSport social media and electronic communications policy.

End of Policies and Guidelines